

PHAPlans

5-YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2002 -2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)IST OBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: City of Ames Housing Authority (APHA)

PHANumber: IA089

PHA Fiscal Year Beginning: 07/2002

PHA Plan Contact Information:

Name: Vanessa Baker -Latimer

Phone: (515)239 -5400

TDD: (515)239 -5133

Email (if available): vbakerlatimer@city.ames.ia.us

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☒ PHA website
- ☐ Other (list below):

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

PHA Programs Administered :

- ☐ Public Housing and Section 8 ☒ Section 8 Only ☐ Public Housing Only

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

The Ames Public Housing Authority (APHA) is committed to providing quality, affordable housing in a safe environment to residents in Ames/Story County. Through partnerships with our participants and other groups we will provide opportunities for those we serve to become self-sufficient.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include target such as: number of families served or PHA scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:

☐ Apply for additional rental vouchers:

☐ Reduce public housing vacancies:

☐ Leverage private or other public funds to create additional housing opportunities:

☐ Acquire or build units or developments

☒ Other:

- Apply for additional rental vouchers if they are self-sustaining and if funding is available from HUD.

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

☐ Improve public housing management: (PHA Score)

☐ Improve voucher management: (SEMA Score)

☐ Increase customer satisfaction:

- ☐ Concentrate one effort to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other:
 - Manage the APHA's voucher program in an efficient and effective manner with the goal to obtain a standard performance ranking under SEMAP.
 - Manage the APHA in a manner that results in full compliance with applicable statutes and regulations as defined by program audit requirements.
 - Monitor customer satisfaction by use of a customer satisfaction survey.

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other:
 - Create and implement educational seminar on "How to be a good tenant" that all eligible applicants and program participants can attend.
 - Address the feasibility of establishing a voucher homeownership program in the Administrative Plan.
 - Partner with cities in Story County, area lenders, and employers to address the housing needs identified in the Ames/Story County Housing Needs Assessment Study.
 - Collaborate with other non-profit agencies, for-profit agencies, and PHA's to address the needs of low-income families.

HUD Strategic Goal: Improve community quality of life and economic vitality

N/A PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:

- ☐ Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other:
- Create and implement Individual Development Accounts (IDA) for participants to promote financial independence through asset management.
 - Apply for Family Self-Sufficiency (FSS) funding if made available by HUD.
 - Conduct Homebuyer Education Seminars for interested participants to promote opportunities for home ownership.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☒ Other:
- Educate the public on issues regarding Fair Housing and Equal Opportunity by partnering with local human rights organizations and advocates to conduct outreach, public forums, and workshops.
 - Assist families with referrals to appropriate human rights organizations and helping them to complete housing discrimination complaint forms.
 - Operate the APHA in full compliance with all Equal Opportunity laws and regulations.

Other PHA Goals and Objectives: (list below)

- ☒ PHA Goal: Enhance the marketability of the APHA.
Objectives:
 - ☒ Implement the outreach marketing strategies outlined in the APHA's Administrative Plan.
- ☒ PHA Goal: Improve the efficiency and effectiveness of the APHA's program operation.
Objectives:
 - ☒ Continue to improve partnerships with local police, social service agencies, and workforce.
 - ☒ Participate with the community groups, neighborhoods, and other organizations in order to discuss and/or address the housing needs of the community.
 - ☒ Increase efficiency and effectiveness in the day-to-day program operations through computerization.

C. Criteria for Substantial Deviation and Significant Amendments**1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

AnnualPHAPlan
PHAFiscalYear2001
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

☐ **StandardPlan**

StreamlinedPlan:

- ☐ **HighPerformingPHA**
☐ **SmallAgency(<250PublicHousingUnits)**
☒ **AdministeringSection8Only**

☐ **TroubledAgencyPlan**

ii.CriteriaforSubstantialDeviationandSignificantAmendments

1. AmendmentandDeviat ionDefinitions

24CFRPart903.7(r)

PHAsarerequiredtodefineandadopttheirownstandards ofsubstantialdeviationfromthe5 -yearPlanand SignificantAmendmenttotheAnnualPlan.Thedefinitionofsignificantamendmentisimportantbecauseit defineswhenthePHAwillsubjectachangetothepoliciesoractivitiesdescribedintheAnnualPlantofull publichearingandHUDreviewbeforeimplementation.

A. SignificantAmendmentorModificationtotheAnnualPlan:

1. Underthesection“HomeownershipPro gramsAdministeredbythePHA”.The statementregardingdesigninghomeownershipguidelinesandimplementinga homeownershipprograminthefiscalyear2002hasbeenchangedtoread:“The APHAwillbegin toaddress thefeasibilityofahomeownershipprogram duringthe 2002-2003fiscalyear.Thebasisforthischangehasbeenbroughtaboutdueto HUD’sutilizationrequirements,itwouldnotbefeasibletoimplementaprogram atthistimebecauseourempphasisisbeingplacedonincreasingutilizationratesto meetHUD’srequirements.

ii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpublicinspection .

Page#

1. HousingNeeds.....
2. FinancialResources.....
3. PoliciesonEligibility,SelectionandAdmissions.....
4. RentDeterminationPolicies.....
5. OperationsandManagementPolicies.....
6. GrievanceProcedures... ..
7. Homeownership.....

8. CommunityServicePrograms.....
9. CivilRightsCertifications(includedwithPHAPlanCertifications).....
10. Audit.....
11. OtherInformation.....
12. NamesandAddressesof2001 -02ResidentAdvisoryBoardMembers.....

iv.SupportingDocumentsAvailableforReview

PHAsaretoindicatewhichdocumentsareavailableforpublicreviewbyplacingamarkinthe “Applicable&OnDisplay”columnin theappropriaterows.Alllisteddocumentsmustbeon displayifapplicabletotheprogramactivitiesconductedbythePHA.

ListofSupportingDocumentsAvailableforReview		
Applicable & OnDisplay	SupportingDocument	RelatedPlan Component
N/A	PHAPlanCertificationsofCompliancewiththePHAPlansand RelatedRegulations	5YearandAnnual Plans
Pending	State/LocalGovernmentCertificationofConsistencywiththe ConsolidatedPlan(notrequiredforthisupdate)	5YearandAnnual Plans
?	FairHousingDocumentationSupportingFairHousing Certifications: RecordsreflectingthatthePHAhasexaminedits programsorproposedprograms,identifiedanyimpedimentstofair housingchoiceinthoseprograms,addressedorisaddressing thoseimpedimentsinareasonablefashioninviewoftheresources available,andworkedorisworkingwithlocaljurisdictionsto implementanyofthejurisdictions’initiativestoaffirmatively furtherfairhousingthatrequirethePHA’sinvolvement.	5YearandAnnual Plans
N/A	HousingNeedsStatementoftheConsolidatedPlanforthe jurisdiction/sinwhichthePHAislocatedandanyadditional backupdatatosupportstatementofhousingneedsinthe jurisdiction	AnnualPlan: HousingNeeds
N/A	Mostrecentboard -approvedoperatingbudgetforthepublic housingprogram	AnnualPlan: FinancialResources
N/A	PublicHousingAdmissionsand(Continued)OccupancyPolicy (A&O/ACOP),whichincludestheTenantSelectionand AssignmentPlan[TSAP]	AnnualPlan: Eligibility,Selection, andAdmissions Policies
N/A	AnypolicygoverningoccupancyofPoliceOfficersinPublic Housing <input type="checkbox"/> checkhereifincludedinthepublichousing A&OPolicy	AnnualPlan: Eligibility,Selection, andAdmissions Policies
X	Section8AdministrativePlan	AnnualPlan: Eligibility,Selection, andAdmissions Policies
N/A	Publichousingrentdeterminationpolicies,includingthethod forsettingpublichousingflatrents <input type="checkbox"/> checkhereifincludedinthepublichousing A&OPolicy	AnnualPlan:Rent Determination
N/A	Scheduleofflatrentsofferedateachpublichousingdevelopment <input type="checkbox"/> checkhereifincludedinthepublichousing A&OPolicy	AnnualPlan:Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
N/A	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Policies governing any Section 8 Homeownership program (<u>Introduction section</u> of the Section 8 Administrative Plan)	Annual Plan: Homeownership
N/A	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or the resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> Baseline law enforcement services for public housing developments assisted under the PHDEP plan; Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; Coordination with other law enforcement efforts; Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP plan. 	Annual Plan: Safety and Crime Prevention
N/A	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) <ul style="list-style-type: none"> Ames/Story County Affordable Housing Needs Assessment Study Cooperation agreement between the PHA and the TANF agency. 	(specify as needed)

1. Statement of Housing Needs

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Location
Income ≤ 30% of AMI	85%	5	1	2	2	2	1
Income > 30% but ≤ 50% of AMI	14%	4	1	2	2	2	1
Income > 50% but < 80% of AMI	1%	2	1	2	2	2	1
Elderly	4%	2	1	2	2	2	1
Families with Disabilities	22%	4	1	2	2	2	1
African American	17%	4	1	2	2	2	1

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 99 -00
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☒ Other housing market study
Indicate year: 98
- ☒ Other sources: (list and indicate year of information)
- APHA's Waiting List, 2001 (January -December)
 - APHA's Rent Reasonableness Survey, 2000

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing need of the families on the PHA's waiting list/s **.Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	392		42
Extremely low income $\leq 30\%$ AMI	335	85%	
Very low income ($>30\%$ but $\leq 50\%$ AMI)	53	14%	
Low income ($>50\%$ but $<80\%$ AMI)	4	1%	
Families with children	245	63%	
Elderly families	16	4%	
Families with Disabilities	85	22%	
African American	68	17%	
Asian	9	2%	
Hispanic	18	5%	
Other Race/ethnicity	16	4%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for alleligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☒ Other (list below)
 - Market the program to owners.

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed -finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- ☒ Other: (list below)
 - Apply for additional rental vouchers if self -sustaining and if funding is available from HUD.
 - Partner with cities in Story County, area lenders, and employers to address the housing needs identified in the Ames/Story County Housing Needs Assessment Study.
 - Pursue housing resources other than public housing or Section 8 tenant -based assistance (example Lease/Purchase Programs, Habitat for Humanity)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☒ Other: (list below)
 - Affirmatively market to local non-profit agencies that assist the families at or below 30% of AMI.
 - Coordinate efforts with area agencies to address the housing needs of the families at or below 30% of AMI.

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☒ Other: (list below)
 - Affirmatively market to local non-profit agencies that assist the families at or below 50% of the AMI.
 - Coordinate efforts with area agencies to address the housing needs of families at or below 50% of the AMI.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)
 - Admission preference to, singles who are elderly, disabled, or displaced over others singles [Administrative Plan Section III(B)]
 - Affirmatively market to local non-profit agencies that assist the elderly.
 - Coordinate efforts with area agencies to address the housing needs of the elderly.

Need: Specific Family Types: Families with Disabilities

Strategy1: TargetavailableassistancetoFamilieswithDisabilities:

Selectallthatapply

- ☐ Seekdesignationofpublichousingforfamilieswithdisabilities
- ☐ Carryoutthemodificationsneededinpublichousingbasedonthesection504NeedsAssessmentforPublicHousing
- ☐ Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities,shouldtheybecomeavailable
- ☒ Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswithdisabilities
- ☒ Other:(listbelow)
 - Admissionpreferenceto,singleswhoareelderly,disabled,ordisplacedover othersingles[AdministrativePlanSectionIII(B)]
 - CoordinateeffortswithareaagenciestoaddressthehousingneedsofFamilieswithDisabilities

Need:SpecificFamilyTypes:Raceso rethnicitieswithdisproportionatehousing needs**Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesand ethnicitieswithdisproportionateneeds:**

Selectifapplicable

- ☐ Affirmativelymarkettoraces/ethnicitiesshown tohavedisproportionatehousing needs
- ☒ Other:(listbelow)
 - Affirmativelymarkettoallraces/ethnicities.

Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing

Selectallthatapply

- ☐ Counselsection8tenantsastolocationofunitsoutsideofareasofpovertyor minorityconcentrationandassistthemtolocatethoseunits
- ☐ Marketthesection8programtoownersoutsideofareasofpoverty/minority concentrations
- ☒ Other:(listbelow)
 - EducatehepubliconissuesregardingFairHousingandEqualOpportunityby partneringwithlocalhumanrightsorganizationsandadvocatestoconduct outreach,publicforums,andworkshops.
 - Assistfamilieswithreferralstoappropriatehumanrightsorganizationsand helpingthemtocompletehousingdiscriminationcomplaintforms.
 - OperatetheAPHAinfullcompliancewithallEqualOpportunitylawsand regulations.

OtherHousingNeeds&Strategies:(listneedsandstrategiesbelow)**(2)ReasonsforSelectingStrategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☒ Other: (list below)
 - Results outlined in the Ames/Story County Housing Needs Assessment Study

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant -based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant -based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	\$852,173	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Total resources	\$852,173	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug -related activity only to the extent required by law or regulation
- ☐ Criminal and drug -related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug -related activity (list factors below)
- ☒ Other (list below)
- PHA has adopted a policy that excludes any person subject to a registration requirement under a State sex offender registration program, regardless of the lifetime frame .
 - PHA has adopted a policy that will **extend** the denial of assistance to an applicant to the Section 8 Programs, if any member(s) of the family engages in illegal use, or possession for personal use, of a controlled substance and/or alcohol abuse from one year to **three years** before the date the PHA provides notice to the family of the PHA's verification and determination to deny the assistance. The PHA may waive this restriction under certain circumstances.

b. ☒ Yes ☐ No Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug -related activity
- ☒ Other (describe below)
- Current address; and
 - If known, name and address of owner of applicant/participant(s) current and prior address [Administrative Plan, Section IX(F)]

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project -based certificate program
- ☐ Other federal or local program (list below)
- a. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?
- If yes, state circumstances below:
- Based on documentation proving that a diligent search was made, documentation regarding circumstances beyond a family's control, or as a request for a Reasonable Accommodation [Administrative Plan Section VIII(C)(2) and Section IX(M)(3)].

(4) Admissions Preferences

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) **Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - Singles who are elderly, disabled, or displaced over others singles [Administrative Plan Section III(B)]

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. (That means you can use "1" more than once, "2" more than once, etc).

1 Date and Time

Former Federal preferences:

- ___ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ___ Victims of domestic violence
- ___ Substandard housing
- ___ Homelessness
- ___ High rent burden

Other preferences (select all that apply):

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)

- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below):
 - Singles who are elderly, disabled, or displaced over others singles [Administrative Plan Section III(B)]

4. Among applicants on the waiting list with the equal preference status _____, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: _____ (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensure that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special _____-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☒ Other (list below)
 - Included on the Rental Program Brochure and provided in the Pre _____-Application Packets.

b. How does the PHA announce the availability of any special _____-purpose section 8 program to the public?

- ☐ Through published notices
- ☒ Other (list below)
 - Flyers distributed to various local human service agencies, churches, non _____-profit organizations, and other public facilities.

4. PHA Rent Determination Policies

A. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C (2)

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	167	
Section 8 Certificates	0	0
Section 8 Mod Rehab	30	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)	N/A	N/A

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public

housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

- Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub -component 6A.

A. Section 8 Tenant -Based Assistance

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

- Either party, at their own expense and upon 24 -hour notice, may record the hearing for their records. Transcription may be the applicant/participant's responsibility [Administrative Plan Section XII (E)].

2. Which PHA offices should applicants or assisted family's contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Homeownership Programs Administered by the PHA

[24 CFR Part 903.79(k)]

A. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

The PHA will begin to address the feasibility of a homeownership program during the 2002 -2003 fiscal year.

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26- 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

8. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? **January 19, 2000**

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- ☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing home ownership option participation
- ☐ Preference/eligibility for section 8 home ownership option participation
- ☒ Other policies (list below)

- Lease/Purchase Program

b. Economic and Social self-sufficiency programs

☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	N/A
Section 8	N/A	N/A

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

D. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☒ Other: (list below)
 - Informing residents of new policy at an interim reexamination.

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

9. Civil Rights Certifications

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certification of Compliance with the PHA Plans and Related Regulations.

10. Fiscal Audit

[24CFR Part 903.79(p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?

5. ☐ Yes ☐ No: If yes, how many unresolved findings remain? _____
Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

11. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached as Attachment (Filename)
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ Considered comments but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Resident Member on the PHA Governing Board

1. ☐ Yes ☒ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)
- A. Name of resident member(s) on the governing board:
- B. How was the resident board member selected: (select one)?
☐ Elected
☐ Appointed
- C. The term of appointment is (include the date term expires):
2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis
- ☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity

to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.



Other (explain):

- The PHA is part of a City government agency governed by an elected City Council. Therefore, in order to place a participant on the governing board, the City has to establish regulations and/or an ordinance to establish a separate governing board which would include the City Council plus one resident advisory board member. The attorney for the City of Ames is currently in the process of establishing a policy that will create this separate board. We anticipate that this policy will be established on or before May 31, 2002 and a resident advisory board member will be appointed by the Mayor on or before June 30, 2002. It is anticipated that the resident appointed to the governing board would have a two-year term beginning on July 1, 2002.

B. Date of next term expiration of a governing board member: 6/04

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Ted Tedesco, Mayor

D. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Iowa Department of Economic Development

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (List below)
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Name and Address of 2002 -03 Resident Advisory Board Members:

1. Audrey Dalrymple
301 Main Street, #407
Ames, Iowa 50010
2. Barb Gauger
209 South Oak Avenue, #111
Ames, Iowa 50010
3. Sieglinde Prior
316 South 4th Street
Ames, Iowa 50010

Attachments

Use this section to provide any additional attachments referenced in the Plans.